

CITY OF MILPITAS
EFFECTIVE: June 1985
Revised: Feb 2007, Dec 2006
EEOC: Technical
FLSA: Non-Exempt
UNIT: ProTech
PHYSICAL: 2

ELECTRICAL/BUILDING INSPECTOR

DEFINITION

To inspect routine and complex electrical and building systems at various stages of construction, alteration and repair to assure compliance with approved plans, specifications, codes, ordinances and laws; to assist other inspectors in the inspection of complex electrical systems; and to review plans and specifications relative to electrical systems to assure compliance with applicable codes, ordinances and regulations.

DISTINGUISHING CHARACTERISTICS

This is the journey level class in the Electrical & Building Inspector series. Positions at this level are expected to perform the full range of duties and assignments, with only minimal supervision and only as new or unusual situations arise. The Electrical/Building Inspector class is distinguished from the Senior Building Inspector in that responsibility is not assumed for supervision, scheduling or coordination of field operation of the Building Inspection Division, unless assigned by the Senior Inspector in their absence.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from the Senior Building Inspector.

May exercise technical or functional supervision over other building inspection staff.

EXAMPLES OF DUTIES - Duties may include, but are not limited to, the following:

Make field inspections of industrial, commercial, and residential buildings during various stages of construction and remodeling to assure compliance with applicable codes and regulations of the City, County, State and Federal agencies.

Inspect a variety of electrical installations and other complex and routine electrical system elements.

Assure proper and safe installations of routine and complex electrical systems.

EXAMPLES OF DUTIES (Cont'd)

Assist other inspectors in the inspection of complex electrical systems; provide training and guidance as appropriate.

Assist in the checking of building plans relative to electrical systems.

Confer with developers, contractors, architects, engineers and the general public in the field and office.

Explain and interpret requirements and restrictions.

Complete and maintain a variety of records, reports, documents and correspondence relating to field inspections.

Perform related duties as assigned.

MINIMUM QUALIFICATIONS

Knowledge of:

- Accepted safety standards and methods of electrical building construction.
- Building related codes and ordinances enforceable by the City, specifically, the California Electrical Code and California Building Code.
- Principles and techniques of electrical and building inspection work.
- Electrical and building related codes including zoning ordinances and other City codes and regulations.

Ability to:

- Apply technical knowledge and follow proper inspection techniques to examine the quality of work and materials, and detect deviations from plans, regulations, and standard construction practices.
- Perform journey-level electrical and building inspection duties and to perform competent and efficient work as an Electrical/Building Inspector.
- Interpret and apply applicable City codes and policies regarding building, zoning, and other regulations relative to field situations.
- Work independently without supervision.
- Determine that construction systems conform to applicable Code requirements.
- Read and interpret building plans, specifications, and building codes.
- Advise on standard electrical construction methods and requirements.
- Make arithmetical computations rapidly and accurately.
- Establish and maintain effective work relationships with developers, contractors, architects, engineers and the general public.
- Enforce necessary regulations with firmness and tact.

EXPERIENCE AND EDUCATION

Any combination of experience and education that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education: Equivalent to the completion of the twelfth grade.

Experience: One of the following levels of experience:

- Five (5) years of experience as a journey person in electrical construction. **OR**
- Three (3) years of experience as a Combination or Electrical Inspector in a city or county inspection jurisdiction. **OR**
- Possession of a State of California license as an electrical (C10) contractor for a minimum of two (2) years.

LICENSE OR CERTIFICATE

- Possession of or ability to obtain and maintain an appropriate, valid California Driver's License.
- Possession of Certification as an Electrical Inspector by ICC or IAEI or Certification as a Combination Inspector by ICC.
- Ability to obtain within one (1) year of employment Certification as an Electrical Inspector by ICC.
- Possession of or ability to obtain within one (1) year of employment, Certification as a Building Inspector by ICC.
- Certification as a Mechanical and/or Plumbing Inspector by ICC or IAPMO is highly desirable.

SPECIAL REQUIREMENTS

Essential duties require the following physical abilities and work environment:

Typically, work is performed at construction sites and in an office environment; exposure to outdoor elements; extensive use of the telephone and radio, repetitive keyboarding on a computer; ability to walk on uneven ground; reach (including overhead), squat, bend, lift, crawl, and, climb; push, pull, and carry up to 50 pounds; drive daily to various locations within and outside the City of Milpitas; ability to work safely in a hard-hat construction zone is essential; exposure to construction-related chemicals and products; may be required to crawl in confined spaces.

Approved:

City Manager

Date

Human Resources Director

Date